

CITY OF VERONA
MINUTES
COMMON COUNCIL
September 14, 2020
Verona City Hall

Due to the COVID-19 pandemic, the Verona Common Council held its meeting as a virtual meeting. The Common Council did not meet at City Hall, 111 Lincoln Street. Members of the Common Council and Staff joined the meeting by using Zoom Webinar. Members of the public were able to join the meeting using Zoom Webinar via a computer, tablet, or smartphone, or by calling into the meeting via phone.

1. Mayor Diaz called the meeting to order at 7:01 p.m.
2. Roll call: Alderpersons Kate Cronin, Charlotte Jerney, Chad Kemp, Katie Kohl, Christine Posey, Heather Reekie, Charlie Ryan and Evan Touchett were present. Also present: City Administrator Adam Sayre; City Attorney Bryan Kleinmaier; City Engineer Carla Fischer; and City Clerk Ellen Clark.
3. Public Comment: None
4. Approval of the minutes from the August 24, 2020 Common Council meeting.
Motion by Kohl, seconded by Kemp, to approve the minutes of the August 24, 2020 Common Council meeting. Motion carried 8-0.
5. Mayor's Business:
 - A. Citizen appointment to the Sustainability Task Force
Mayor Diaz appointed Geoff Guist as a citizen member of the Sustainability Task Force. Motion by Ryan, seconded by Reekie, to approve the appointment of Geoff Guist as a citizen member of the Sustainability Task Force. Motion carried 8-0.
6. Announcements:
 - Reekie stated there is some concern regarding the Eastside Sanitary Sewer Interceptor Project as it relates to Badger Mill Creek and the Ice Age Trail. She wants to reassure the public that the project will be shepherded carefully by Theran Jacobson, the City's Public Works Director. She also wants the City to continue to work closely with the Ice Age Trail staff to preserve as many native trees and wetland areas as possible. There will be a public meeting before the project begins.
7. Administrator's Report:
 - Board of Review is scheduled for Tuesday, September 29th at 5:30 p.m.
 - The 2020 Free E-Waste Day has been cancelled due to COVID-19.
 - The annual prescription take-back will be held on October 24th.
8. Engineer's Report:
 - Well 6 Pumping Station Construction: The gas service to the well house and the pad

for the gas meter are in place. MG&E and the contractor are coordinating gas meter installation. Well start-up is scheduled for September 24th, though that may be pushed back.

- The Woods at Cathedral Point Phase 1: Underground pipe work is nearly complete. Storm pipe and water main in the vicinity of the intersection of CTH M and Range Trail is on hold until telecommunication utility conflicts are resolved.

9. Committee Reports:

A. Finance Committee

- (1) Discussion and Possible Action Re: Payment of bills. Motion by Cronin, seconded by Posey, to pay the bills in the amount of \$278,139.69. Motion carried 8-0.
- (2) Discussion and Possible Action Re: Amendment to the Agreement between All City Management Services, Inc. and the City of Verona Providing School Crossing Guard Services. Motion by Cronin, seconded by Posey, to approve an amendment to the Agreement between All City Management Services, Inc. and the City of Verona Providing School Crossing Guard Services. This amendment would extend the agreement with All City Management Services, Inc. through December 31, 2021. The agreement includes a savings to the City of \$22,883 due to crossing guard changes associated with the Verona Area School District, and increases crossing guard hourly pay rate by 2.5% beginning January 1, 2021. Motion carried 8-0.

B. Public Safety and Welfare Committee

- (1) Discussion and Possible Action Re: Ordinance No. 20-967 amending Section 10-1-27 of the Code of Ordinances of the City of Verona. Motion by Reekie, seconded by Kohl, to approve Ordinance No. 20-967 amending Section 10-1-27 of the Code of Ordinances of the City of Verona. The proposed Ordinance amendment will prohibit on-street parking along Paoli Street, North and South Nine Mound Road, Stewart's Woods Road, West End Circle, and Wall Street due to the construction of the new high school. Additional no parking areas will be added on Lincoln Street in close proximity to the Military Ridge State Trail and near the intersection of Verona Avenue. Lastly, no parking has been added at the intersection of West Verona Avenue and South Marietta Street to improve sight distances for an existing crosswalk. Motion carried 8-0.

C. Plan Commission

- (1) Discussion and Possible Action Re: Resolution No. R-20-034 approving a General Development Plan for a 1,600 square foot building addition located at 517 Half Mile Road. Motion by Kohl, seconded by Posey, to approve Resolution No. R-20-034 approving a General Development Plan for a 1,600 square foot building addition located at 517 Half Mile Road. The proposed General Development Plan (GDP) would allow for the construction of a 1,600 square foot addition to Atkins Bicycle Shoppe located at 517 Half Mile Road. A zoning exemption would be granted as part of the GDP to reduce the rear yard

setback to 10-feet inside of the twenty-five (25) feet normally required. Motion carried 8-0.

- (2) Discussion Re: A Planned Unit Development (PUD) concept plan review for a 3-story, 42-unit apartment building located at 1057 North Edge Trail. The applicant is proposing a Planned Unit Development (PUD) concept plan that would remove a portion of the existing retail building and construct a three-story, 42-unit apartment building. The Plan Commission discussed the project on September 8, 2020. The Council is encouraged to provide feedback and recommendations to the applicant on the concept, suggestions on if the land use would be supported, and the potential height of the building. No formal motion is required, as this is the conceptual review of the project.

Cronin asked if the portion of the building to be removed is currently occupied with retail tenants.

Diaz replied there are some retail tenants. The landlord has spoken with the tenants, and found that none of them are making long-term plans at this time.

Kohl stated the landlord has offered to move the tenants to other spaces in the adjacent building if they so desire, and has not been charging rent to them during the pandemic.

Cronin stated the street this building faces is a private street, and asked if there is an appropriate plan in place for plowing.

Sayre replied North Edge Trail from Cross County Road to Prairie Oaks Trail is private. Prairie Way Boulevard from North Edge Trail to Enterprise Drive is also private. North Edge Trail is owned by an LLC consisting of several different owners. It would be difficult to make the street public unless all the owners agree to that. There have not been very many challenges with this street. The City really does not want the street, however, as it is not built to City standards and would be a significant cost to the City.

Reekie asked if the cost of upgrading the street could be passed on to the developer. She likes infill development, and likes the shared parking idea. She would like to see as little impervious surface added to the project as possible.

Diaz stated this is a good infill project and will help some of the retail in the area, as well as provide needed housing in the City.

The Common Council took no action on this item.

- (3) Discussion Re: A Planned Unit Development Plan (PUD) concept plan review for an 80-unit apartment building located at 121/125 Berkley Road. The applicant is proposing a Planned Unit Development (PUD) concept plan that would remove two existing apartment buildings and construct an eighty (80)-unit apartment building. The Plan Commission discussed the project on September 8, 2020. The Council is requested to provide feedback and recommendations to the applicant on the concept, as well as if the reduction in the underground parking

requirement would be supported for this project. No formal motion is required as this is the conceptual review of the project.

Cronin asked if there will be appropriate parking for the building, and if on-street parking will be an issue.

Sayre replied on-street parking will not be an issue in this area.

Kohl replied the owner stated many of the tenants do not own vehicles and walk to their work, so he does not see an issue with the amount of parking available.

Reekie stated she has heard some concern about the number of requests for new apartment units that have been coming to the Council lately, and asked how the City manages the limited number of new apartment units allowed to be developed in the City per year.

Sayre replied the demand for apartments in the City is very strong. The Planning Department is also seeing a lot of senior apartments lately. There is a trend of people moving to apartments nationwide. The City has had a residential phasing policy in place since 2012. Exemptions to the phasing policy include mixed use housing, senior age-restricted housing, and downtown redevelopment. Most of the projects we have seen in the last few years have fallen into one of those exemption categories. This project probably does not. The City has some discretion on how to apply the residential phasing policy. From a Staff standpoint, we can do a greater good by trying to properly plan for them.

Kohl stated it is commendable that the rents will be at a workforce affordability level. The owner has no intention of raising the rents for his tenants when they are placed in the new apartment building, including the tenants that will be moved from the current motel apartments.

Sayre asked the Council for feedback regarding the usual requirement for one underground parking space per unit. This project would not meet that requirement.

Kohl replied she is fine with the parking as proposed, as there have been no parking issues in the past, and many of the tenants walk to their destinations. In addition, underground parking would likely add to the tenant's rent amounts.

Diaz stated the Applicant made a strong case that additional parking is not needed. He also likes that this is naturally occurring workforce housing without public intervention.

The Common Council took no action on this item.

- (4) Discussion Re: A Planned Unit Development (PUD) concept plan review for a 10,565 square foot multi-tenant commercial building located at 409/411/415 East Verona Avenue. The applicant is proposing a Planned Unit Development (PUD) concept plan that would allow for the construction of a one-story,

10,565 square foot multi-tenant commercial building located at 409, 411, and 415 East Verona Avenue. The Council is encouraged to provide feedback and recommendations to the applicant on the concept. No formal motion is required as this is the conceptual review of the project.

Cronin asked how the drive-thru in this plan will work.

Sayre replied cars will enter from the driveway on Lincoln Street, travel along the south and west sides of the property, loop through the drive-thru, and exit through the same driveway.

Kohl stated she would like to see more pedestrian crossings through the parking area of the property.

Diaz stated he has similar concerns about how the parking lot is laid out. He would like it made easy for people to walk up to the door. He likes the idea of a two-story building, and wants to see some interesting architecture on this site heading into the downtown. He is happy with the idea of a shared driveway with the apartment complex, and would like to see a connecting path to the apartments, as well.

Posey stated she likes the concept overall. She is glad to see the lower buildings, as it seems to fit in with Verona's Hometown theme.

Kemp stated he would like to see the space maximized with local businesses, if possible.

Sayre replied the only tenant he is aware of is Dunkin Donuts. They are also targeting some smaller tenants, and possibly a restaurant of some kind on the corner. Staff has been encouraging the owner to bring in some local tenants.

Kemp strongly encourages the developer to find some non-franchise tenants. He would rather see locally owned businesses in this location than more franchises.

Kohl is concerned about oversaturation with certain types of products, and the franchises taking business away from smaller local businesses.

Cronin stated since this project and the Berkley Street project are closely tied, she is concerned about how identifying potential retail tenants for this project will affect the timeline for the two projects, and the transfer of residential tenants from the motel to the Berkley Street building.

Touchett stated he is in favor of any business going into this spot. It is challenging and expensive to start a new business. There needs to be some synergy for businesses in the City. Verona residents struggle supporting local businesses.

The Common Council took no action on this item.

D. Public Works/Sewer and Water Committee

(1) Discussion and Possible Action Re: Resolution No. R-20-035 amending relocation order and determination of necessity related to Project ID 2018-108, Eastside Sanitary Sewer Interceptor Project. Motion by Touchett, seconded by Ryan, to approve Resolution No. R-20-035 amending relocation order and determination of necessity related to Project ID 2018-108, Eastside Sanitary Sewer Interceptor Project. The City is working on the replacement of the eastside sanitary sewer interceptor. On August 14, 2020, the initial relocation order was approved by the Common Council under Resolution R-20-032. The amended relocation order incorporates temporary limited easement within one property of interest as shown within the exhibits of the amended relocation order. The project requires the City to acquire easements and easement interests from adjacent land owners. The resolution before the Council approves the overall easement needs, and allows City Staff to work on acquisition of all properties within the project limits. The resolution also confirms two important statutory steps:

- First, the resolution acts as the City's relocation order for the project.
- Second, the resolution confirms that the project is necessary and for a public purpose.

Both of these steps are required for the City to acquire the property and property interests by condemnation, if that becomes necessary. Motion carried 8-0.

(2) Discussion and Possible Action Re: Project closeout and Change Order No. 1 for Project ID 2020-102 Bituminous Seal Coat. Motion by Touchett, seconded by Cronin, to approve the project closeout and Change Order No. 1 for Project ID 2020-102 Bituminous Seal Coat. Fahrner Asphalt Sealers has successfully completed the 2020 Seal Coat project in the City. Change order No. 1 is to rectify as-built quantities for the work required to complete the project. This will close the contract with Fahrner Asphalt Sealers and final payment will be issued. The contract notes are as follows: Contract award value = \$222,890.00. Change order No. 1 = \$918.22 (deduct). Contract value after incorporating this change order = \$221,971.78. This is a formality to kick off the warranty on the work that was done. Motion carried 8-0.

10. Old Business

A. Discussion and Possible Action Re: Potential development and use of public funds in the Verona Technology Park.

The Common Council may convene in closed session as authorized by Section 19.85(1)(e) of the Wisconsin Statutes for the purpose of deliberating or negotiating the investing of public funds or conducting other specified public business whenever competitive or bargaining reasons require a closed session. The Common Council may reconvene in open session and take action on the closed session item.

Sayre explained Staff is working on a development project in the Verona Technology Park that requires the need for tax incremental financing (TIF). The use of TIF is necessary for public roadway/transportation improvements for development occurring in the Technology Park. Staff is requesting a closed session with the Common Council.

Motion by Cronin, seconded by Jerney, to convene in closed session as authorized by Section 19.85(1)(e) of the Wisconsin Statutes for the purpose of deliberating or negotiating the investing of public funds or conducting other specified public business whenever competitive or bargaining reasons require a closed session. The Common Council may reconvene in open session and take action on the closed session item. On roll call: Alder Kemp – Aye; Alder Kohl – Aye; Alder Posey – Aye; Alder Reekie – Aye; Alder Ryan – Aye; Alder Touchett – Aye; Alder Cronin – Aye; Alder Jerney – Aye. Motion carried 8-0. The Common Council convened in closed session at 7:53 p.m. Attorney Kleinmaier was invited to attend the closed session.

CLOSED SESSION

Motion by Touchett, seconded by Kemp, to reconvene in open session at 8:14 p.m. Motion carried 8-0.

No action was taken by the Common Council in closed session.

8:14 p.m. – Kemp left the meeting.

11. Adjournment:

Motion by Touchett, seconded by Cronin, to adjourn at 8:15 p.m. Motion carried 8-0.

Ellen Clark
City Clerk